

SOUTH CAROLINA DEPARTMENT OF AGRICULTURE

HONEY SALES QUICK GUIDE



SC Department of Agriculture (SCDA) regulates the sale of honey in SC. If you plan to sell your honey to or at roadside markets, convenience stores, health food stores, etc. you will need to register with the SCDA and have your honey house inspected and approved by SCDA. Our Food Safety Officers perform food safety inspections under authority granted by the SC Food and Cosmetic Act section 39-25. If you sell your honey directly to the end consumer (i.e. farmers markets) and produce no more than 400 gallons (4,800 lbs.) you can apply for registration and inspection exemption.

For more information, contact Samantha Houston at shouston@scda.sc.gov or visit agriculture.sc.gov/divisions/consumer-protection/foodfeed-safety-compliance/

HOW TO LEGALLY SELL YOUR HONEY

- You must either register or apply for exemption from the SC Department of Agriculture. Both applications are available at agriculture.sc.gov/divisions/consumer-protection/foodfeed-safety-compliance/.
- All Honey sold in South Carolina must be properly labeled. Labels must comply with the Fair Packaging and Labeling Act. SCDA Food Safety will review labels for compliance with the FPLA at time of registration or exemption application.

TO APPLY FOR THE: REGISTRATION VERIFICATION CERTIFICATE (RVC)

- If you plan to sell your honey to other businesses such as convenience stores, health food stores, etc. you will need to register with and have your honey house inspected and approved by SCDA. A home or domestic kitchen is not an approved facility. You will need to apply for a RVC. You may use a Shared Honey House that is registered with SCDA or your own approved facility.
- Your manufacturing facility must follow basic building requirements for Good Manufacturing Practices. These requirements include but may not be limited to:
 - » The **Grounds** must be kept clean and maintained to not harbor pests and must have adequate drainage.
 - » **Walls and Ceilings** must be smooth, easily cleanable, and kept in good repair.
 - » There must be ample **Lighting** available and light bulbs over processing areas must be shatterproof.
 - » **Floors** must be smooth, kept clean, and in good repair.
 - » **Drains** must be installed where needed to prevent clogging and standing water. They must have proper traps and be kept in good repair.
 - » You must have a safe **water supply**. SCDA will accept the use of either a DHEC approved public water system or well or a private well. If connected to a private well, you must have a Bacterial Analysis performed by an approved lab annually. For sewage disposal, you must either be connected to a public sewage disposal system or have an on-site wastewater disposal system (septic system). On-site disposal systems must have been approved by DHEC and you must provide a copy of your permit or approval of the system to SCDA.
 - » **Sinks** – there must be a minimum of a mop sink/hand wash sink combination and a separate utensil sink to adequately clean and sanitize all manufacturing utensils as needed.
 - » An adequate source of **Hot Water** must be supplied to all sinks. All sinks should have a minimum of 140°F except hand wash sinks which should be maintained at a minimum of 110°F.
- **NOTE:** If you intend to alter and/or infuse your honey products, it may be subject to additional product testing and/or facility requirements.

HONEY SALES QUICK GUIDE

SAMPLE LABEL

Pure Honey

My Apiary's Honey
22 Sunshine Dr.
Columbia, SC 29555

16 OZ (453 G)

IF YOU PLAN TO PRODUCE AND PACKAGE FOR OTHER BUSINESSES

Pure Honey

Extracted and Bottled For:
Any Business Enterprises
44 Business Dr.
Columbia, SC 29555

16 OZ (453 G)

TO APPLY FOR: EXEMPTION FROM REGISTRATION

- Beekeepers who intend to sell only directly to the end consumer (i.e. farmers markets and flea markets) and produce no more than 400 gallons (4,800 lbs) of honey in a calendar year may apply for exemption from facility inspection and registration.
- All honey sold to the public will need to be properly labeled.

THE FOUR BASIC LABEL REQUIREMENTS (FAIR PACKAGING AND LABELING ACT)

- Statement of Identity (Honey) shall be in **bold** print, type size must be comparable to the most prominent part of the label (larger than other type) and must be placed on the Principle Display (Front) Panel.
- An ingredient list is not needed for pure honey. Infused honey products will require an ingredient list. For infused honey products, the ingredient list must be listed in a font size no less than $\frac{1}{16}$ " as measured by the lower case letter 'o'. Infused and creamed honey require registration and inspection and cannot be produced under an exemption.
- Business name and street address of the producer, packer, or distributor is required. Address shall include a street address (if not in a local phone directory), city or town, state, and zip code. A qualifying phrase is required to be listed before the business name and address if the address is other than that of the producer/processor's.
- Net Weight must be placed at the bottom $\frac{1}{3}$ of the Principle Display (Front) Panel. It must list both customary (pound, ounce, etc.), and metric (kilogram, gram, etc.) weights, and have a minimum type size (see below) based on the area of the principle display panel. Measurements should be rounded down to the nearest whole number.

MINIMUM FONT SIZE (INCHES)

NET WT	$\frac{1}{16}$
NET WT	$\frac{1}{8}$
NET WT	$\frac{3}{16}$
NET WT	$\frac{1}{4}$

AREA OF PRINCIPLE DISPLAY PANEL

5 sq in or less
25 sq in or less
25 – 100 sq in
100 – 400 sq in



South Carolina
DEPARTMENT OF AGRICULTURE

AGRICULTURE.SC.GOV



South Carolina
DEPARTMENT OF AGRICULTURE
FOOD & FEED SAFETY DEPARTMENT
123 Ballard Court, West Columbia, SC 29172

Hugh E. Weathers, Commissioner

APPLICATION FOR HONEY EXEMPTION

BEE KEEPERS PRODUCING NO MORE THAN FOUR HUNDRED GALLONS (4,800 POUNDS)
OF HONEY ANNUALLY AND WHO ONLY SELL DIRECTLY TO THE END CONSUMER

Name of Applicant _____

Phone _____ Email _____

Mailing Address _____

City, State, ZIP _____

Name of Firm _____

Firm Address _____

City, State, ZIP _____ County _____

Pursuant to Section 39-25-20, CODE OF LAWS OF SOUTH CAROLINA, 1976, AMENDED JUNE 1, 2011, above named Applicant certifies compliance with requirements for exemption from inspections, regulations requiring honey to be processed, extracted and packaged in an inspected food processing establishment, or from being required to obtain a Registration Verification Certificate (RVC) from the Department of Agriculture by verifying that no more than four hundred gallons (4800 pounds) of honey are produced annually and said honey is only sold directly to end consumers. Furthermore, labels are required on all containers of honey that are sold in South Carolina and must be in compliance with the Fair Packaging and Labeling Act.

(Please submit a copy of your sample label or proof of your current or proposed label for review. Please refer to sample "honey label" for Guidance. ALL email submissions must be in PDF format.)

When and if the conditions for this exemption are no longer met, Firm must apply for Registration Verification Certification (RVC).

Date of Application _____

Applicant's Signature _____

Applicant's Title _____

Send application and label(s) to:

Samantha Houston
123 Ballard Court
West Columbia, SC 29172
shouston@scda.sc.gov

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_____ Labels reviewed and in compliance

_____ Exemption Certificate Number _____



South Carolina
DEPARTMENT OF AGRICULTURE
FOOD SAFETY DEPARTMENT
123 Ballard Court, West Columbia, SC 29172

Hugh E. Weathers, Commissioner

SHARED HONEY HOUSE APPLICATION

Name of Firm _____ SCDA RVC # _____

Firm Address _____

City, State, ZIP _____ County _____

Phone _____ Email _____

I, _____, owner and operator of an SCDA registered honey house grant permission to the following individual/firm/business to use my inspected and registered honey house for the extraction of honey only:

Beekeeper Name _____

Business Name _____

Mailing Address _____

City, State, ZIP _____ County _____

Phone _____ Email _____

Owner/Operator of Honey House and second Party will follow Guidelines and Regulations set forth by the South Carolina Department of Agriculture's Food Safety and Compliance Division. Owner agrees to contact SCDA if the above mentioned beekeeper no longer uses this facility. The beekeeper must update his or her Registration Verification Certificate with the SC Department of Agriculture.

This operation should not interfere with any approved operation and SCDA has the right and regulatory obligation to prohibit a co-operator in a facility should in SCDA's opinion the facility is unable to support the two businesses from a food safety standpoint.

Owner's Name/Signature _____ Date _____

Beekeeper's Name/Signature _____ Date _____

Return this form along with your SC Honey Exemption application or Registration Verification Certificate to:

South Carolina Department of Agriculture
Honey Applications
123 Ballard Court
West Columbia, SC 29172

FOR OFFICIAL USE ONLY

_____ Labels reviewed and in compliance

_____ Registration Verification Number _____



South Carolina
DEPARTMENT OF AGRICULTURE

FOOD & FEED SAFETY DEPARTMENT

APPLICATION FOR REGISTRATION VERIFICATION CERTIFICATE (RVC)

Please check one: ☐ New Registration ☐ Updated Registration

SECTION 1: BUSINESS INFORMATION

Name of Applicant(s) and Title _____

Name of Business _____

Street Address of Facility/Warehouse _____ City _____ Zip _____

County of Facility/Warehouse _____

Applicant Mailing Address _____ City _____ Zip _____

Phone _____ Alternate _____

Business Website _____

Email _____

SECTION 2: BUSINESS PLAN

A brief business plan must be submitted with application. **Include nature of business, type of products, hours of operation (including manufacturing and business hours), employee size, distribution area, to whom and how product(s) will be sold.**

SECTION 3: TYPE OF BUSINESS

- | | | |
|---|--|-----------------------------------|
| <input type="checkbox"/> Manufacturer/Processor | <input type="checkbox"/> Distributor/Warehouse | <input type="checkbox"/> Salvager |
| <input type="checkbox"/> Co-Packed Product | <input type="checkbox"/> Cosmetic | |

SECTION 4: PRODUCT INFORMATION

- | | | |
|--|--|--|
| <input type="checkbox"/> Acidified Foods (Pickled) * | <input type="checkbox"/> Fermented Foods *** | <input type="checkbox"/> Multiple Food Packages ** |
| <input type="checkbox"/> Baked Goods | <input type="checkbox"/> Fresh-cut Produce | <input type="checkbox"/> Pasta |
| <input type="checkbox"/> Candy/Confections | <input type="checkbox"/> Honey | <input type="checkbox"/> Peanuts |
| <input type="checkbox"/> Dessert Foods | <input type="checkbox"/> Jams/Jellies | <input type="checkbox"/> Sandwiches |
| <input type="checkbox"/> Dry/Nonperishable Foods | <input type="checkbox"/> Juice ** | <input type="checkbox"/> Sauces/Condiments * |
| <input type="checkbox"/> Dry Rubs/Spices | <input type="checkbox"/> LACF * | <input type="checkbox"/> Seafood ** |
| <input type="checkbox"/> Dehydrated *** | <input type="checkbox"/> Marinades/Dressings * | <input type="checkbox"/> Other * |

If other, please specify _____

* These products may require specialized training, licensing, certification and/or analysis to produce and sell. Provide a copy of product analysis from a FDA recognized processing authority for shelf stable, canned/jarred/bottled products. Provide a copy of Better Process Control School certification for all acidified and LACF products.

** Provide a copy of HACCP certification for juice and seafood/fish products.

*** These products may require additional analysis to produce and sell.

SECTION 5: ACID AND ACIDIFIED PRODUCTS

When foods are classified as a low acid or acidified food, the manufacturer must file a schedule process with FDA established by a competent process authority and the operation must be under the supervision of an individual who has successfully completed an FDA recognized Better Process Control School Certification. Processors of low acid or acidified foods are also required to complete and submit an establishment registration form (Form FDA 2541). This form and information about how to complete and file it can be found on the FDA's website:

[fda.gov/Food/GuidanceRegulation/GuidanceDocumentsRegulatoryInformation/AcidifiedLACF/ucm309376.htm](https://www.fda.gov/Food/GuidanceRegulation/GuidanceDocumentsRegulatoryInformation/AcidifiedLACF/ucm309376.htm).

FCE # _____

SID # _____

SID # _____

SID # _____

SID # _____

SID # _____

SID # _____

SID # _____

SID # _____

SID # _____

SID # _____

SECTION 6: CO-PACKED OR CO-BOTTLED INFORMATION

If your product is Co-Packed or Co-Bottled by another firm, please provide all pertinent information.

Co-Packer's Business Name _____

Co-Packer's Address _____ City _____ State _____ Zip _____

Contact Name _____ Phone Number _____

Email Address _____

Co-Packer's SCDA Registration Number (If in SC) _____

IF CO-PACKER IS OUT STATE, PROVIDE THE FOLLOWING:

Out of State Co-Packer's Permit/License Number _____

SECTION 7: FINISHED PRODUCT(S)

How are your finished products to be sold to the public:

☐ Canned

☐ Frozen

☐ Shelf Stable

☐ Jarred/Bottled

☐ Refrigerated

☐ Other _____

SECTION 8: PRODUCT LABELING

Please see Labeling Guidance

Please submit a copy of your sample label(s) or proof of your current or proposed label(s) for review. Label(s) must be in compliance with the Fair Packaging and Labeling Act and the Food Allergen Labeling and Consumer Protection Act and must be included with the application. Please refer to Labeling Guidance. ALL email submissions must be in PDF format in actual size.

LIST BELOW THE LABEL(S) INCLUDED FOR REVIEW – 1 PER LINE

PRODUCT	SIZE (CUSTOMARY AND METRIC)
Example: World's Best Mustard BBQ Sauce	16 FL OZ (473 ML)
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

Please limit submissions to no more than 10 product label proofs per review.

SECTION 9: FACILITY USE (SHARED KITCHEN)

SCDA regulated Specialty Food firms using a SC Department of Health and Environmental Control (DHEC) inspected kitchen:

The owner/operator of the DHEC kitchen must get approval from their DHEC inspector to allow a secondary operation to use their kitchen. The owner/operator of the DHEC kitchen **AND** the Specialty Food Manufacturer must submit, in writing, a joint statement granting the specialty food firm permission and verifying the use of the DHEC kitchen **during non-operational hours. The letter must also state the owner/operator of the DHEC kitchen will notify SCDA should the specialty food firm no longer operate at their facility.** The letter must be submitted to SCDA and DHEC prior to manufacturer and sale of product. DHEC, as the primary agency, can refuse permission for the specialty food manufacturer to operate in the DHEC kitchen, if in their opinion the operation would adversely impact the operation or maintenance of the DHEC facility. **Please submit Joint Permission Letter from DHEC Restaurant Owner/Operator. This letter must include the DHEC shared kitchen permit number.**

SECTION 10: SIGNATURE OF APPLICANT

Submit this application and all requested information to: shouston@scda.sc.gov or
SCDA, Food & Feed Safety, Attn: RVC Registration, 123 Ballard Court, West Columbia SC 29172.

By signing this application, you are confirming that all is accurate and true. **Failure to supply all required information will result in your application being returned to you.** We are unable to process applications that are incomplete. The Food Safety Officer in your county will arrange an inspection of your **facility, process, and product** *once your application has been processed*. He or she may request additional information at that time. **Upon a compliant inspection**, you will be registered with the SCDA and will be permitted to produce, distribute and/or sell your product. A registration number and RVC certificate will be issued. **Note: If an RVC is issued to your firm, you must notify the South Carolina Department of Agriculture (SCDA) immediately if your firm relocates, goes out-of-business, becomes inactive, manufactures new types of products, or makes any changes that will affect your registration status.**

Applicant Name/Signature

Date

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- ☐ Compliance Inspection Date _____
- ☐ Label(s) Reviewed and In Compliance
- ☐ pH Analysis and Process Schedule
- ☐ Certification of Better Processing Control School/HACCP
- ☐ Co-Packer Information Verified Date _____
- ☐ Permission Letter Received Date _____
- ☐ Registration Certificate # _____
- ☐ Registration Updated _____
- ☐ Voided / Revoked / Surrendered _____